



### Email Transmission

The BNC will transmit emails in the evening on the same day a notice or order is filed using these addresses:

- [bncedi@noticingcenter.com](mailto:bncedi@noticingcenter.com) [1]
- [startn@noticingcenter.com](mailto:startn@noticingcenter.com) [2]
- [bncrtn@noticingcenter.com](mailto:bncrtn@noticingcenter.com) [3]

Please add these email addresses to your contacts/safe-sender list to ensure delivery of court notices/orders to your email inbox. Please do not reply or send emails to the above email addresses. Those email accounts are used for the sole purpose of sending emails, and the inboxes are not monitored. Contact the Clerk's Office if you have any questions about the DeBN program

### Email Formatting

Each email containing a court notice or order will be formatted as follows:

1. A subject header containing the BNC email serial number and your DeBN account number. The serial number increases each time you are sent an email notice in order to help you determine that you have received all of your emails.
2. Text that describes the number of notices and total notice pages.
3. Text that shows the name and address of the recipient, case number, court form code, originating court and title of document filed for each notice.
4. Contain a PDF attachment of the notice or order that was filed in your case.

### Email Examples

1. Notice filed in Case
2. Confirmation of Activation of DeBN Account
3. Confirmation of Updates to DeBN Account
4. Notice of Deactivated DeBN Account

### Name and Address Matching

Your DeBN account is created using your name and address exactly as it appears in your bankruptcy case. As long as your name and address in your bankruptcy case exactly matches your name and address in your DeBN account, all notices and orders that the court files and sends to the BNC for service upon you will be delivered to you via email.

If your name and address in your DeBN account does not match the bankruptcy case, then the BNC will send court notices and orders to you via U.S. mail.

If you or your attorney files a notice of change of address with the court, then the clerk's office will make the necessary changes to both your bankruptcy case and your DeBN account. You will then receive an email from the BNC advising you that your DeBN account has been updated.

### Email Bounce-Back (Undeliverable Email)

The first time the BNC receives an email bounce-back (undeliverable email), your DeBN account will automatically be disabled, and the notice or order will be resent to you via U.S. mail (as long as the bounce-back occurred within 10 days). Any future court notices and orders will be delivered to you via



## DeBN Emails

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U.S. mail, and you must file an updated request form if you wish to reactivate your DeBN account.

**Source URL:** <https://www.utb.uscourts.gov/debn-emails>

### Links

[1] <mailto:bncedi@noticingcenter.com>

[2] <mailto:startn@noticingcenter.com>

[3] <mailto:bncrtn@noticingcenter.com>